

**Single Family Design Guidelines Update
Neighborhood Preservation Ordinance Update**

Steering Committee

**Meeting #3 Notes
June 11, 2004**

Steering Committee Members: Chair Dianne Channing, Vice Chair Brian Barnwell, Bruce Bartlett (attending for Stephanie Christoff), Vadim Hsu, Claudia Madsen, Helene Schneider and Richard Six.

Staff: Paul Casey (Community Development Director; attending for Bettie Hennon and Jaime Limón), Heather Baker (Project Planner) and Jason Smart (Intern).

I. Welcome and Introductions

II. Public Comments for Items Not on Agenda

Eric Schott and David Schott commented.

Public comment topics included:

- Varying meanings of mass, bulk and scale
- Use of quantitative guidelines
- Applicants' vs. owners' rights
- Upcoming floor to area ratio discussion
- Role of ABR
- Enforceability of good neighbor policy
- Ordinance implications
- Non-acceptance of anonymous complaints

III. Neighborhood Visual Survey Results

Staff presentation was followed by Steering Committee and public discussion.

Commenting members of the public included Collette Barr and Eric Schott.

Public comment topics included:

- Motivations and demographics of NVS workshop attendees
- How to increase participation in Update process
- Validity of ScanTron data

IV. Mass, Bulk and Scale Issue Paper

Staff presentation was followed by Steering Committee and public discussion. Commenting members of the public included Collette Barr, Karl Eberhard, Joe Guizzardi, Jim Kahan, Joan Livingston and Eric Schott.

Public comment topics included:

- How to define mass, bulk, scale, massing and volume
 - Varying uses and meanings of terms
 - Need to ensure term definitions are clear, concise and easily understandable to public
 - ABR discretion
 - Qualitative vs. quantitative aspects
 - Need to ensure neighborhood compatibility
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Motion (by Helene Schneider): Accept the following definitions as rough draft proposals:

Volume: A building's quantitative three-dimensional measurement of the building's height, width and depth combined.

Mass: A building's apparent volume.

Bulk: The qualitative composition and shape of a structure's volumes.

Massing: The manipulation of the building's bulk, including relative openness and solidity.

Scale: Building elements and details as they proportionally relate to each other and to humans.

These will be further defined using graphics and lists of structural element examples that create mass, bulk and scale in the Draft Updated Single Family Design Guidelines.

2nd: Brian Barnwell.

All in favor.

V. Adjourn